
SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
ADMINISTRATION COMMITTEE
December 6, 2007

MINUTES

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE ADMINISTRATION COMMITTEE. AUDIO CASSETTE TAPE OF THE ACTUAL MEETING IS AVAILABLE FOR LISTENING IN SCAG'S OFFICE.

The Administration Committee held its meeting at the SCAG Offices, Downtown Los Angeles, CA. The meeting was called to order by Ronald Loveridge, Chair, City of Riverside. There was a quorum.

Members Present

Aldinger, Jim	Manhattan Beach
Baldwin, Harry	City of San Gabriel
Burke, Yvonne	County of Los Angeles
Clark, Margaret	City of Rosemead
Cook, Debbie	City of Huntington Beach
Dixon, Richard	City of Lake Forest
McCallon, Larry	City of Highland
Nowatka, Paul	City of Torrance
Ovitt, Gary	County of San Bernardino
Pettis, Greg	City of Cathedral City
Ten, Mike	City of South Pasadena
Wapner, Alan	City of Ontario
Washburn, Dennis	City of Calabasas
Young, Toni	City of Port Hueneme

Members Not Present

Edney, Jon (Vice Chair)	City of El Centro
Lowenthal, Bonnie	City of Long Beach
Masiel, Andrew	Pechanga Band of Luiseno Mission Indians
O'Connor, Pam	City of Santa Monica
Parks, Bernard	City Los Angeles
Roberts, Ron	City of Temecula

1.0 CALL TO ORDER & PLEDGE OF ALLEGIANCE

Hon. Ronald Loveridge, Chair, City of Riverside, called the meeting to order at 8:40 a.m.

2.0 PUBLIC COMMENT PERIOD

There were no public comments.

3.0 REVIEW and PRIORITIZE AGENDA ITEMS

No agenda reprioritizations were made.

4.0 FY08-09 BUDGET WORKSHOP

Wayne Moore, CFO, gave a presentation on the budget framework and asked that any additional comments be forwarded to him or the appropriate subregional coordinator by December 28, 2007. Hon. Ronald Loveridge asked that Mr. Moore send out a reminder email to the Admin/RC Committee members.

5.0 CONSENT CALENDAR

5.1 Approval Items

5.1.1 Minutes of November 1, 2007 Meeting

5.1.2 Adopt Resolution #07-492-1 to Apply for and
Accept Year Three Blueprint Planning Grant Funds

5.1.3 Approve the 2008 Leadership Academy Program

5.1.4 Sponsorship of the Los Angeles County
Transportation Funding Collaborative
Workshop

5.1.5 Approve \$2,500 Sponsorship of the Western
Riverside County Clean Cities Coalition's
Annual Event

5.1.6 Contracts over \$250,000

5.2 Receive & File

5.2.1 Contracts/Purchase Orders and
MOUs between \$5,000 - \$250,000

5.0 CONSENT CALENDAR-Continued

Hon. Loveridge, Chair, requested items 5.1.4 and 5.1.5 on the consent calendar be removed from the agenda and referred to the Membership and Communication Committee for action prior to the Administration Committee's consideration.

Motion was moved to approve the consent calendar, except for items 5.1.4 and 5.1.5 as noted by the Chair. Motion was seconded and unanimously approved.

6.0 ACTION ITEMS

6.1 Sponsorship of the 2008 California Congressional Delegation Reception

Motion was moved (Wapner) to approve Sponsorship. Motion was seconded (Young) and unanimously approved.

6.2 Congestion Reduction & Demonstration Initiatives Grant

The Department of Transportation is accepting applications for this grant through December 30, 2007. Mr. Moore requested authority from the Board for the Executive Director to submit a grant application as designated recipient on behalf of any Regional Partner, if required.

Motion was made (Loveridge) to add item 6.2 to the agenda as an emergency item, pursuant to Government Code Section 54954.2 (b)(2). Motion was made (Burke) and seconded (Washburn) to approve Staff's request. Motion was unanimously approved.

7.0 INFORMATION ITEMS

7.1 CFO Monthly Financial Report

Wayne Moore highlighted two items from the CFO Report:

- SAP recommendation to upgrade the current version of the installed system, one being implemented this month.
- Amendment 2 to the OWP Budget was approved by Caltrans in record time and he thanked Caltrans for their help in the approval process.

Hon. Dennis Washburn expressed his ongoing concern over the payroll problems that SAP has been known to have with the Los Angeles United School District (LAUSD). Wayne Moore explained that SCAG's payroll system has not been affected by the same issues as the LAUSD because SCAG is a small and much less complex agency.

SUBCOMMITTEE REPORTS:

8.0 AUDIT COMMITTEE REPORT

Hon. Nowatka stated that the next Audit meeting is scheduled for Thursday, December 13, 2007. A report will be provided at the next Administration meeting.

9.0 PERSONNEL COMMITTEE REPORT

Hon. Dixon stated that the Personnel meeting is scheduled for Thursday, December 13, 2007. A report will be provided at the next Administration meeting.

10.0 DISTRICT EVALUATIONS SUBCOMMITTEE REPORT

Joann Africa stated that the first subcommittee meeting is scheduled for Friday, Dec. 14, 2007 @ 10:00 a.m. A report will be provided at the next Administration meeting.

11.0 INVESTMENT SUBCOMMITTEE REPORT

Hon. Loveridge stated that the subcommittee met on December 3, 2007. A report will be provided at the next Administration meeting.

12.0 STAFF REPORT

None

13.0 FUTURE AGENDA ITEMS

None

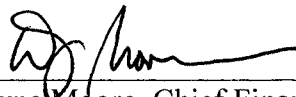
14.0 ANNOUNCEMENTS

Hon. Jim Aldinger congratulated Hon. Ronald Loveridge for being elected to be the 2nd Vice President of the National League of Cities (NLC).

15.0 ADJOURNMENT

The next meeting of the Administration Committee will be held on Thursday, January 3, 2008.

Minutes Approved by:



Wayne Moore, Chief Financial Officer
Staff to the Administration Committee

ADMINISTRATION COMMITTEE ATTENDANCE REPORT

2007

Member (including Ex-Officio) LastName, FirstName		Representing	X = County Represented						X = Attended						= No Meeting NM = New Member					
			IC	LA	OC	RC	SB	VC	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Aldinger, Jim*		Manhattan Beach		X									X		X		X		X	
Baldwin, Harry*		San Gabriel		X									X	X	X		X	X	X	
Burke, Yvonne*		Los Angeles County		X									X	X	X		X	X	X	
Clark, Margaret*		Rosemead		X									X	X	X		X	X	X	
Cook, Debbie*		Huntington Beach		X														NM	X	
Dixon, Richard*		Lake Forest			X								X	X	X		X	X	X	
Edney, Jon* Vice Chair		El Centro	X							X	X		X	X	X			X		
Loveridge, Ronald, Chair*		Riverside				X				X	X		X	X	X		X		X	
Lowenthal, Bonnie		Long Beach		X																
Masiel, Andrew*		T.A.S.I.N.					X			X										
McCallon, Larry*		Highland					X			X	X		X	X	X		X	X	X	
Nowatka, Paul*		Torrance		X						X	X		X		X		X	X	X	
O'Connor, Pam*		Santa Monica		X																
Ovitt, Gary*		San Bernardino County					X						X	X	X		X	X	X	
Parks, Bernard*		Los Angeles		X											X			X		
Pettis, Gregory*		Cathedral City								X	X		X				X	X	X	
Roberts, Ron*		Temecula				X				X				X	X					
Ten, Mike*		South Pasadena		X															X	
Wapner, Alan*		Ontario					X			X	X		X	X	X		X	X	X	
Washburn, Dennis*		Calabasas		X						X	X		X	X					X	
Young, Toni *		Port Hueneme								X	X		X		X		X	X	X	
		Totals	1	11	1	3	4	1												

* Regional Council Member